



**Board of Selectmen Agenda
Municipal Center Resource Room
Tuesday, December 16, 2025
7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Chairman Announcements
4. Citizen's Forum
5. Annual License Renewals (Alcohol, Common Vic., Class II, Entertainment, Pool Table) – Possible Votes
6. Review Revised Language for Community Food Outreach Program – Possible Votes
7. Review 2026 BOS Meeting Schedule – Possible Votes
8. Meeting Minutes – Possible Votes
9. Town Administrator's Report
10. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
11. Executive Session
 - a. Pursuant to M.G.L. Chapter 30A, Section 21(a)(3), to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. **Potential Litigation – MSHG** (*preserves the option to go into Executive Session to discuss, no votes needed*)
 - b. Pursuant to M.G.L. Chapter 30A, Section 21(a)(3), To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. **Contract Negotiations – Town Administrator Matthew Wojcik**
12. Adjournment

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For information about the Zoom platform, including how-to videos and forms for requesting a Zoom meeting:
<https://douglas-ma.gov/530/Remote-Meetings>

APPROVED
February 3, 2026

Board of Selectmen
Meeting Minutes
Tuesday, December 16, 2025

Attendance: Chair Les Stevens, Vice Chair Tim Bonin, Mike Fitzpatrick, Hal Davis, Ross Smith, Matt Wojcik Town Administrator, and Lisa Freeman Executive Assistant.

1. Call to Order – Les Stevens called the meeting to order at 7pm.
2. (0:10 TS) Pledge of Allegiance
3. (0:30 TS) Chairman Announcements - None
4. (0:40 TS) Citizen's Forum – They discussed the gingerbread house competition between the public safety chiefs which was held at the Adult Social Center.
5. (1:45 TS) Annual License Renewals (Alcohol, Common Vic., Class II, Entertainment, Pool Table) – Possible Votes
Businesses still pending inspections are: Douglas Auto and Trucks, Hot Wok, and Beagle Club, Douglas House of Pizza and Little Coffee Bean did not turn in their packets, and waiting for tip listing for the Sokol Hall.
(6:45 TS) Motion to approve the following annual licenses subject to any required inspections that are still pending as well as the completed renewal packets: Douglas Auto & Truck Sales class II, Hot Wok common vic, Blackstone Valley Beagle Club alcohol and yearly entertainment, Picket Fence alcohol and common vic, Grille on Main alcohol, common vic and yearly entertainment, Capital Cannabis retail marijuana, Sokol Club alcohol, common vic, year entertainment and pool table, Whitinsville Fish & Game alcohol, More Than Nutrition common vic, Douglas House of Pizza common vic, and Little Coffee Bean common vic, made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.
6. (7:55 TS) Review Revised Language for Community Food Outreach Program – Possible Votes
Matt Wojcik gave a background on the outreach program they had started during COVID that included both children and elderly and collecting donations to provide for the families and individuals in need that was very successful. The town had collected more than needed to pay the bills for the outreach program up until the program was terminated, and Mr. Wojcik stated that the Adult Social Center would like to ask the Select Board if they would reprogram the donation account funds to be used for a food pantry. They recently collected donations during the government shutdown and SNAP program pause to start a small food pantry and are looking to have the said donations be allocated to stock the food pantry.
(12:30 TS) Motion to revise the current community food outreach program donation account to include the community food pantry at the Douglas Adult Social Center, made by Mike Fitzpatrick, seconded by Tim Bonin. The vote passed unanimously.

Lisa Freeman stated that the food pantry is for everyone in town not only the senior population.

7. (14:15 TS) Review 2026 BOS Meeting Schedule – Possible Votes
(16:00 TS) Motion to approve the 2026 BOS Meeting Schedule, made by Ross Smith, seconded by Mike Fitzpatrick. The vote passed unanimously.
8. (16:15 TS) Meeting Minutes – Possible Votes
(18:55 TS) Motion to approve the meeting minutes for November 4, 2025, made by Mike Fitzpatrick, seconded by Tim Bonin. The vote passed unanimously.
(19:10 TS) Motion to approve the meeting minutes for November 17, 2025, made by Ross Smith, seconded by Hal Davis. The vote passed unanimously.
(19:25 TS) Motion to approve the meeting minutes for November 18, 2025, made by Tim Bonin, seconded by Ross Smith. The vote passed unanimously.
(19:40 TS) Motion to approve the meeting minutes for December 2, 2025, made by Ross Smith, seconded by Mike Fitzpatrick. The vote passed unanimously.
9. (19:55 TS) Town Administrator's Report from Matt Wojcik
 - Two points with respect to cannabis, he has a draft policy that the board can consider, turned in by Land Use Council, which will be on the next agenda. TA Wojcik gave an overview and update on what this is regarding. Secondly, he discussed the Cannabis Commission and what they have under their jurisdiction, and the latest initiative is social consumption. This is being crafted as an opt-in, so town meeting would have to opt-in to allow Douglas to be a social consumption of cannabis community. He went over some conditions of this that include having to sell food and a 6-year exclusive right. They discussed briefly the impacts to the town and their thoughts on the policy.
 - They are continuing to monitor the situation with Code Red, that had been hacked by a foreign actor and the platform was shattered. TA Wojcik stated that they (Code Red) have been rebuilding slowly because they already had a replacement in the works for the existing model. He also mentioned that if you have done the recent Apple phone update that you can activate call screening to screen unknown numbers and calls.
 - The ongoing project on Martin Road and Depot Street culvert project is finished and the residents in that area will be notified, and that the culvert was done with Ch 90 funds. He updated the board on the internal discussion on the Martin Road and Depot Street intersection and different proposals by Mr. Minarik and Stantec engineers and making the intersection into more of a "T" configuration for safety purposes. He mentioned some issues with changing the intersection. They discussed the easement on the Depot Street project and other details of the project.
 - Matt Wojcik and Lisa Freeman participated in a 3-hour training session for the website. The town receives a free upgrade to the website as part of the contract originally signed, and they will be working on a redesign of the look and functionality of the site. Analytics showed in a 12-month period, 52,000 visits to the website.

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- They discussed the power contract for the town; the town uses 3.2 million kilowatt hours a year. He went over the different bids he received, and he locked the town into a 24-month contract with the lowest bidder with a company known as Smartest Energy at 12.99 cents.

10. (52:15 TS) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting.
The 250th Committee has launched a Facebook page named Douglas Heritage and Honor Committee and the donation account is set up with the town to accept donations.

11. (54:10 TS) Executive Session
Motion to move into executive session for (a) Potential Litigation with MSHG and (b) C Contract Negotiations with the Town Administrator Matthew Wojcik and to reconvene into open session for the sole purpose of adjournment, made by Ross Smith, seconded by Tim Bonin. Roll call vote – Ross Smith, Hal Davis, Les Stevens, Tim Bonin, Mike Fitzpatrick, all in favor.

12. Adjournment
Mr. Fitzpatrick made a motion at 9:01pm to leave executive session and return to regular session for the sole purpose of adjournment, Mr. Davis seconded the motion, all in favor. Roll call vote Fitzpatrick – aye, Smith – aye, Davis – aye, Stevens – aye, Bonin – aye.

Respectfully submitted,



Stephenie Gosselin
Recording Secretary